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# SPECIAL LIBRARIES

*Official Journal of the Special Libraries Association*

VOLUME 13

May-June 1942

NUMBER 5

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On to Detroit  
*George Gilfillan*

Cranbrook: An Educational and Cultural Community  
*Marjorie T. Bingham*

Standardization in Library Practices: a Postwar Reconstruction Project  
*Ruth McG. Lane*

A Union Index to Medical Literature  
*Earl Minderman*

Natural Science Books, 1941  
*Ruth A. Sparrow*

The War Documentation Center: a Centralized Cataloging and Bibliographical  
Service for War Publications

*Published by*  
SPECIAL LIBRARIES ASSOCIATION

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*Indexed in Industrial Arts Index and Public Affairs Information Service*

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◀ May and June 1942 ▶

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## President's Message

AS WE approach the end of another year in the life of S.L.A., I wish to take advantage of this issue of *SPECIAL LIBRARIES* to give each member a farewell message. I hope to be able to speak personally to many at Detroit, but there will be more who will not be present. To each and all, I extend sincere appreciation for willing and intelligent cooperation in Association projects. As I have said before, an organization's strength lies in its working members, and the percentage of these in S.L.A. is always high. The eagerness and generosity of individuals in contributing of their ability and time has been heartening during the days of my office. Encouragement has come from those who have advised and supported our joint policies; officially in the case of officers, directors and chairmen of the various units in the Association and unofficially from loyal members whose reward, like ours, lies in the continued usefulness of our efforts. To all I extend my gratitude.

It was a heart-breaking disappointment for us as for the California members that their well-laid plans for our visit to Los Angeles this year could not materialize. Only those who have planned Association

conventions can have an adequate conception of the amount of work such hospitality involves, especially when shortness of time is taken into account. Because of this we are deeply indebted to the Michigan Chapter for coming to our rescue when the need for a change in plans arose. As the program shapes up it looks as though the "War Emergency Conference" were going to be a distinguished one. We hope it will be a forward-looking conference as well.

New avenues of usefulness are opening; new problems of practical concern are developing; the future of special libraries may, if we accept its challenge, take on added meaning and opportunity. We need to develop the proved ability of working together under war conditions into an ability to cooperate for the no less critical conditions of the peace following. With a real appreciation of your cooperation when the order of the day was "Forward March," I look ahead to an equally spirited attack on our problems when those orders will still be "Forward March"—but for peace.

LAURA A. WOODWARD  
*President*

## On to Detroit

**B**Y COURTESY of the Engineering Society of Detroit, our WAR EMERGENCY—UNITED FOR VICTORY—CONFERENCE will open in the Horace H. Rackham Educational Memorial, Thursday, June 18th, with a "Get Acquainted Dinner," President Laura A. Woodward presiding.

In making their new \$2,000,000 home available for the convention inaugural, the Engineering Society is extending to the Association nationally the cordiality it has long had for the Michigan Chapter. There will be music and good food. The greetings of the City of Straits will be given by the Mayor, the Hon. Edward J. Jeffries, Jr., and Ralph A. Ulveling, City Librarian, will speak for the Detroit Public Library. Michigan Chapter's welcome will be presented by George Gilfillan, Chapter president, and the response by a member to be announced at the meeting.

Unusual interest attaches to the Advisory Council meeting which will follow the dinner. Miss Woodward will present a comprehensive summary of Association activities during the past year, including abstracts of committee and chapter reports. In keeping with the convention theme of uniting librarians for victory and bringing them into contact with the organization's work, the Convention Committee is inviting non-members of the Council attending the dinner to be present at the Council meeting.

No Group sessions have been scheduled for Thursday. This has been done to allow free way for the meetings of the Executive Board and Chapter Presidents. However, the Groups will get to work Friday morning with post-breakfast sessions. If desired,

Group breakfasts can be arranged at the Statler for \$1.25, plus tax and tip, per person.

At 10:30 a.m., on Friday, May 19th, Miss Woodward will call the first general session to order. The Rev. Fr. Marshall Lochbiler, S.J., Librarian, University of Detroit, and Vice-chairman, Detroit Metropolitan Unit, Catholic Library Association, will deliver the invocation. Capt. William B. Kershaw, Intelligence Officer, Fort Wayne, Detroit, and Chairman, Michigan Chapter Defense Committee, will read the S.L.A. War Roster. Mr. S. L. A. Marshall, military analyst of the *Detroit News* and author of *Armies on Wheels* will speak on "United for Victory," and a discussion of civilian participation in our war effort will follow.

Group luncheons will occupy the period from noon until two-thirty in the afternoon. Formation of the Aeronautic and Engineering Section, Science-Technology Group, is expected to be accomplished at this time. These will be followed by a joint meeting of the Commerce, Financial, Insurance, Public Business Librarians and Social Science Groups when two noteworthy men, Dr. Stuart A. Rice, Assistant Director, in charge of Statistical Standards, U. S. Bureau of the Budget, Washington, D. C. will talk on "Protection of Statistical Information from Enemy Use" and Mr. Graham Hutton, Director, British Press Service, Chicago, Illinois, will discuss "The Problems Created by the Discontinuance and Alteration of Statistical and other Information Sources."

Friday evening will combine notes of gaiety and serious consideration of Western Hemisphere problems and oppor-

runities. Miss Ruth Savord, Librarian, Council on Foreign Relations, Inc., will preside and introduce two distinguished speakers, the Hon. Paul Martin, M.P., of Windsor, Ontario, whose address will cover Canadian-American relations and Mr. A. M. Smith, staff writer of the *Detroit News*, recently returned from Chile, whose subject will be "Latin-American Relations." This will take place in the Wayne Room of the Statler Hotel. There will also be tuneful music to make the gathering all the merrier. Dress will be optional.

Group meetings will be humming Saturday morning, May 20th, giving way at 10:30 a.m. to the Association's annual business meeting which also will feature a speaker on "Post-War Planning." Following Group luncheons, Miss Rose L. Vormelker will preside at a panel discussion, "Washington Libraries and the War," which promises to be a useful introduction to problems met and solutions made by special librarians in the national capital. Participants of the panel are Mrs. Eleanor Dodd, Office of Government Reports, Miriam C. Vance, Farm Credit Administration, Hazel MacDonald, Securi-

ties and Exchange Commission and David C. Mearns, The Library of Congress.

What is there to do Thursday for the member who is not attending Association meetings? One may either visit libraries, a list of which will be part of each convention kit, or, for those especially energetic, baseball at Briggs Stadium. If travel is wanted, Windsor is just across the Detroit River, and for this jaunt a birth certificate or baptismal record to assure untroubled return is necessary; there's Ann Arbor and the University of Michigan, not too long a trip by bus or rail; there's Cranbrook and Bloomfield Hills, beautiful rich scenery, reached by bus and which will give plenty of exercise to hike-minded folks; Greenfield Village and Edison Museum in Dearborn will be open, easily accessible by bus; and, of course, there are theaters and taverns to suit the inclinations of most everyone.

Information about all these attractions, and more, will be available when you arrive. So here's wishing that you come early and stay late for your reunion in Detroit.

GEORGE GILFILLAN,  
*Convention Chairman*

## Cranbrook—An Educational and Cultural Community

By MARJORIE T. BINGHAM

Librarian, Cranbrook Institute of Science, Bloomfield Hills, Michigan

**C**RANBROOK, unique among America's educational and cultural communities, is situated on approximately three hundred acres of rolling, wooded and perfectly landscaped terrain twenty miles north of industrial Detroit. Originally an oak-opening, transformed into productive agricultural land, Cranbrook's ideally located acreage was bought

and so named a generation ago by Mr. and Mrs. George G. Booth who pioneered in the movement to develop country homes suburban to Detroit. The name Cranbrook was chosen because Mr. Booth's father came to America nearly a hundred years ago from Cranbrook in Kent, England.

First planned as a homestead, the ob-



jectives which guided Cranbrook's development soon expanded with its owners' vision and desire to create on their estate an educational and cultural community that would add to and strengthen such facilities within the State of Michigan. To meet the educational needs of neighborhood children and the religious ones of the general community, the Meeting House was built on the estate in 1918. From this modest beginning, projects grew and have culminated in the establishment and building of five educational institutions and of Christ Church, Episcopal in fact, but broadly undenominational in spirit.

#### CRANBROOK'S SCHOOLS AND CHURCH

The first of the Cranbrook institutions to be established was a reorganized elementary school, opened in the Meeting House in 1922 as Brookside School. From an original enrollment of eight pupils, Brookside's rapid growth necessitated continual additions to its building until in 1929 an entirely new one was added and integrated with the original. Education at Brookside, a progressive school of the country-day type, with its day-long program in an environment of harmony and natural beauty, may well be termed an adventure in learning. Pre-kindergarten, kindergarten and the first six grades of elementary school are Brookside's contribution to the Cranbrook educational scheme. With each grade limited to ten boys and ten girls, supervised study, encouragement in creative work and independence of thought are fostered by the carefully chosen faculty whose love and understanding of young children complements their academic ability. Art, science, music and handicrafts supplement regular curricular activities and are contributed in part by the other Cranbrook institutions.

To provide more adequately for the spiritual needs of the community and particularly for those of Brookside School and

of the other Cranbrook institutions which were already taking form in the minds of their donors, Christ Church was conceived. In 1925 the deed of gift was executed, and in September 1928 the church was consecrated.

This modern Gothic church is a perfect blending of the old and the new in art. Work of master artists and craftsmen of every century from the twelfth to the twentieth, contribute to its beauty and dignity. Its sculpture, fine tapestries and wood carving, painting, the great fresco, one of the most important examples of its type in America, the stained-glass windows and the sixty-two-bell carillon are outstanding. Three chapels and a church-house amply provide for simultaneous meetings of varied groups. Rich not only in its art treasures, but in its privilege of ministry to the community in general and to the students of the several Cranbrook Schools, Christ Church is an important and indispensable part of the Cranbrook community whose theme is education and culture in surroundings of beauty and dignity.

Planned first as a choir school for the choir boys of Christ Church, Cranbrook School took form in the minds of the donors as a distinctive educational institution. Original plans grew, broadened and enlarged so rapidly that the choir school became an academic college preparatory school for boys while it was still on paper. It was opened in September 1927 as a day and boarding school for boys. A six-year course beginning with the seventh grade and continuing through the twelfth with an optional post-graduate year is offered. The curriculum, although designed primarily to prepare boys for entrance to college, is liberal and offers opportunity for specialization in certain fields in which aptitudes are apparent. Particular advantages are offered in the arts and crafts, sciences, music and dramatics.

Approximately two hundred resident

and one hundred day students can be accommodated at Cranbrook. An average of one master to every ten students provides individual attention for every boy in his academic as well as his extra-curricular activities. Ninety of the estate's three hundred acres comprise the campus of Cranbrook School. This ample provision made possible a unique type of architecture and landscape planning under the direction of Eliel Saarinen and was his first major architectural achievement in America. The buildings are grouped around courts; the academic building, dining hall and the dormitories surround the main quadrangle which is ornamented by a fountain and sculptures by Carl Milles.

Kingswood School, a college preparatory school for girls from the seventh through the twelfth grades, was opened as a day and boarding school in September 1931. It provides for two hundred girls educational and cultural advantages of the same high standard which Cranbrook School provides for boys. Exceptional opportunities are offered in the arts and sciences. Individual attention is the keynote. Specifically stated are its aims to prepare girls for good citizenship in a democracy; to develop their intelligence to foster a sense of justice; to give them good habits of work and to introduce them to ways of enjoying leisure.

Designed by Eliel Saarinen, the distinctive building consists of joined quadrangles with low rambling wings and is adapted to its setting on the shore of Cranbrook Lake. A portion of its fifty acres of campus is naturally wooded rolling terrain while the level remainder is perfectly landscaped so that the courts and long wings of the building seem a part of the land itself. Within, this distinctive simplicity and harmony are carried out in furniture, rugs, hangings and upholstery all of which were designed by and executed under the supervision of the Saarinen family.

#### CRANBROOK ACADEMY OF ART

The Cranbrook Academy of Art is a most important unit in the Cranbrook educational and cultural community. The nucleus of the Academy existed in the group of artists and craftsmen who had been gathered to design and supervise the erection of the buildings of the various Cranbrook institutions. The few students who were accepted as apprentices during this period formed the beginning of the Cranbrook Academy of Art which was organized in its present form in 1932.

The express purpose of the Academy according to its trust document is, "to afford talented and highly trained students the opportunity of pursuing their studies in a favorable environment and under the leadership of artists and architects of high repute." Unusual facilities are offered to a limited number of students for advanced and creative work in architecture, civic design, sculpture, drawing and painting, modeling, weaving, design, metal craft, pottery and ceramics. A group of excellently equipped buildings housing offices, museum, library, studios, craft shops, drafting rooms and exhibition rooms, together with residences for staff members and dormitories for students, provide a stimulating environment for creative work. Eliel Saarinen, President of the Academy, sponsors a progressive program of art education. Advanced students are offered an opportunity to study architectural design under Mr. Saarinen's direct supervision. Similar opportunities are offered students in drawing and painting under Zoltan Sepeshy, and in sculpture under Carl Milles. For less gifted students, an intermediate school provides exceptional opportunities while classes in the elements of art are held for children on Saturdays.

The museum and library of the Academy are accessible to the public and are particularly well coordinated. The library

contains over 6,000 volumes, many of which are rare and of great historical value. Periodicals and photographs dealing with the history and application of art and of contemporary trends in art are important elements in the library collections. The museum serves as a part of the library, a kind of library laboratory where a few carefully selected objects illustrate each great cultural period. In addition to this permanent study collection, changing collections of the best contemporary art from all over the world demonstrate to the students and to the general public, trends in modern art.

In the spring of 1940 construction was begun on the new library and museum building for the Academy. About four hundred feet in length, it will consist of two wings connected by a covered arcade. The east wing will house the museum collections; the west wing, the library. Located across the axis of the pools of the formal garden, the new building, designed by Eliel Saarinen, lies between the Triton and Orpheus fountains, famed work of the sculptor, Carl Milles. Formal opening of the new Art Museum is expected in about a year.

#### CRANBROOK INSTITUTE OF SCIENCE

The Cranbrook Institute of Science, youngest member of the Cranbrook educational and cultural community, was not originally planned by the donors, but came later as a natural development to round out their program. Conceived first as an adjunct to the several Cranbrook schools, the Institute of Science was founded in 1930 and became a separate unit by deed of trust in 1932. The Institute began in a very small way and was housed in quarters in one end of the Museum Building of the Art Academy. Its work consisted principally of organizing and conducting nature hikes for students of Cranbrook and Brookside schools.

The Board of Directors at its first meet-

ing, July 1, 1930, passed a resolution pledging "its best efforts to the development and conduct of the Institute to the end that it may occupy a high place among the institutions of Cranbrook and become a valuable addition to the educational and cultural facilities of Michigan." In February 1932, when the Cranbrook Institute of Science was housed in its own building and established as a separate institution with a Board of Trustees, its purposes were set forth in its Indenture of Trust as follows:

"In addition to providing an observatory and a general science museum embracing exhibits illustrating as fully as may be, the several branches of the natural and physical sciences, primarily for the use and benefit of the institutions at any time in operation upon Cranbrook, the Institute shall encourage and develop the study of such sciences and shall endeavor to advance the general knowledge thereof."

If the Institute of Science was considered an experiment in science education on the Cranbrook campus, its intrinsic value was soon proved. By 1935 it had outgrown its building which was of a somewhat temporary character. In the spring of 1936 ground was broken, the building razed and the erection of a larger and more adequate one begun on the same site. In May 1938 this new impressive museum building, designed in the modern mode by Cranbrook's architect, Eliel Saarinen, was formally dedicated and opened to the public.

From the modest beginning of an experimental organization providing nature hikes for the students of its associated schools, in the ten years of its existence, the Cranbrook Institute of Science has become one of the leading natural history museums in the country. Only wise administration and the broad vision of the Donors and Trustees have made this phenomenal development possible. Early, the Trustees in a resolution adopted the principle that the "providing of lectures,

demonstrations and instruction in the several branches of science for the schools of Cranbrook, and incidentally for the surrounding community, and the prosecution of research and discovery and the publication of scientific information shall be deemed to be the primary purpose of the Institute." In accord with this statement of policy and purpose, the Cranbrook Institute of Science has grown and assumed its place in the scientific and educational world. Its three-fold function—exhibition, education and research is performed by its natural history museum, observatory, specialized natural science library, study collections, lectures, moving pictures, organized classes for both children and adults, loan service to schools and the original researches of its staff and associates, culminating in publication either by the Institute in its Bulletin Series or in specialized journals of high repute and international circulation. Of particular interest is the museum's scope and theme of exhibition, emphasizing and restricting its field to the biological and allied sciences of astronomy, geology, zoology, botany and anthropology; the museum's exhibits portray in logical sequence, the history of the earth and the development of life upon it. Each display, whether diorama, model or pictorial diagram, finds its *raison d'être* only as it contributes to the museum's theme of exhibition. The Museum of the Cranbrook Institute of Science is a modern museum of ideas.

Important in providing research aids to the Institute's broad program is its specialized natural science library of approximately ten thousand volumes. Pamphlet, reprint, map and picture files together with 157 periodicals regularly received, contribute to the research and reference material available. While used primarily by the museum staff, its membership and the Cranbrook schools, the library is open to the public. Significant of its importance in the community was its designation as a

U.S. Government Depository of the 17th. Congressional District of Michigan in August 1940. As such a depository, it is selective in its choice of government documents and receives publications of the federal departments of Agriculture, Commerce, the Interior, the Government Printing Office, National Academy of Sciences and the Smithsonian Institution.

The rapid progress made by the Cranbrook Institute of Science during the first ten years of its existence, and particularly during its occupancy of the new building, point toward the fulfillment of the prophetic view of the donor as expressed in the Indenture of Trust: "It is the belief of the Donor that this branch of the Cranbrook educational group embraces great possibilities for the future growth and genuinely beneficial influence not only to its immediate community but to science and to humanity as a whole, and it is the express hope of the Donor that through research, discovery and publication the Cranbrook Institute of Science shall render an everwidening service for the betterment of mankind."

#### CRANBROOK FOUNDATION

Early in the inception of the Cranbrook educational and cultural community through the establishment on their estate of the several Cranbrook institutions, the donors, Mr. and Mrs. George G. Booth, recognized the need of a coordinating and administrative organization. Accordingly in 1927, the Cranbrook Foundation was created and the property which is the basis of the trust, was turned over to the Foundation's Trustees. Three of the Cranbrook institutions were formed and endowed after the organization of the Cranbrook Foundation which is charged with the custody and administration of the remaining portion of the trust property and the endowment and completion of the donors' projects as funds will permit.

# Standardization in Library Practices<sup>1</sup>

## *A Postwar Reconstruction Project*

By RUTH McG. LANE

Vail Librarian, Massachusetts Institute of Technology, Boston, Massachusetts, S.L.A. Special Representative, A.S.A. Committee Z39

IN THE postwar reconstruction years ahead the library profession faces greater opportunities for international cooperation than have ever existed before. Standardization and simplification of library techniques and methods will do much to increase the effectiveness of this cooperation.

Industry discovered some time ago that standardization<sup>2</sup> was vital to successful production and trade. Standardization is a means of preventing waste of time, labor and material. It includes standardization of terms, symbols and definitions as well as physical dimensions, sizes and forms. The standardizing process includes two essentially different activities:<sup>3</sup> standardization and simplification. The former determines the best design, method or process; the latter eliminates unnecessary variations. The appropriateness of applying such standardization to library techniques is self-evident.

What a boon it would be to librarians, bibliographers and research workers if every periodical indicated its volume number and date in the same form and place; if every periodical title had its one and only

approved abbreviation; if every bibliographic reference included uniform details presented in accordance with an approved style of format. On such details subcommittees of the newly formed American Standards Association Committee Z39 are working; other subcommittees will undertake, or collaborate in, projects in the standardization of library methods, equipment, terminology, etc.

Committee Z39, one of the newest A.S.A. Committees, has been in existence only two years, having been formally organized in March 1940. For several years previous to that time International Standards Association (federation of the national standardizing bodies of the world) had had a Committee on Documentation upon which A.S.A. had been represented. I.S.A. 46 "a committee to make recommendations for international unification of documentation practice"<sup>4</sup> had in turn superseded similar committees within the International Federation of Library Associations and the International Institute of Documentation, thus centralizing the work of international standardization in the library field. Between 1938 and 1940 I.S.A. 46 prepared several standardization proposals in the field of documentation, and an American committee was needed to study these proposals and either ratify them or recommend revision in line with

<sup>1</sup> This article has been written to tell members of S.L.A. and other readers of *SPECIAL LIBRARIES* about the standardization activities which have been initiated by professional organizations concerned with library work and documentation.

<sup>2</sup> Martino, R. A. Standardization activities of national technical and trade organizations. U. S. G.P.O., 1941, N.B.S. Misc. Pub. B169.

<sup>3</sup> Martino, p. 232.

<sup>4</sup> Gaillard, J. Library work: a field for standardization. *Industrial Standardization*, 9: 141-2, June 1938.

American practices. Formation of such a committee within the A.S.A. was therefore requested by American Library Association, Special Libraries Association, Medical Library Association and American Association of Law Libraries. Its organization was approved and A.L.A. assumed sponsorship of the new A.S.A. Committee Z39.

National standardizing organizations grew out of the need for coordination of individual efforts to standardize and simplify industrial and technical practices. The membership of standardizing bodies consists of those industrial and professional organizations which are interested in the sponsorship of certain standardization projects. The actual standardization work is accomplished by official representatives of these organizations working together in technical committees. Each such committee has a single sponsor (A.L.A. for Z39) but many organizations may be represented in its personnel. Z39 is now composed of representatives from 15 professional organizations:

American Association of Law Libraries  
 American Council of Learned Societies  
 American Documentation Institute  
 American Library Association  
 American Library Institute  
 Association of College and Reference Libraries  
 Association of Research Libraries  
 Bibliographical Society of America  
 Book Manufacturers Institute, Inc.  
 Library Binding Institute  
 Library of Congress  
 Medical Library Association  
 National Publishers Association, Inc.  
 National Research Council  
 Special Libraries Association

Z39, like other A.S.A. Committees, carried on its work through the appointment of subcommittees on specific projects. There are at present three active subcommittees: Subcommittee 1. Reference data for periodicals; Subcommittee 2. Bibliographical references; Subcommittee

3. Photographic reproduction; and a fourth proposed Committee, Reference data for book publications.

Subcommittee 1. has been working on the revision of two proposals submitted by I.S.A.: I.S.A. Bulletin #21 (Marginal identification of periodicals) and I.S.A. Bulletin #23 (International code of abbreviations for titles of periodicals) and the revision of A.S.A. Pub. Z29.1 (American recommended practice for reference data for periodicals). The term "marginal identification" as used in I.S.A. Bulletin #21 refers to the data given at the foot of a magazine cover; i.e. the particulars necessary for citation of a periodical and its finding on shelves: short title, volume, number, page number (i.e. inclusive pages of text), place and date of publication. The advantage of having such information presented uniformly in a convenient location is evident, and Subcommittee 1. has indorsed the proposal. Discussion of the proposal included mention of the value of having similar data on every page, or at least on the first page, of each article for purposes of photographic reproduction. Mention was also made of the fact that marginal identification is used in many industrial catalogs, etc.

Committee Z39 has not yet ratified I.S.A. Bulletin #23; the statement to that effect in the bulletin itself is erroneous. The problem of satisfactory abbreviations for periodical titles represents of course an argument of long standing and great intensity. To the many variations in national practices must be added a multitude of interpretations by individual authors, publishers and librarians. Bulletin #23 is a worthy attempt to bring some order out of the chaos, but its further revision in respect to American practice is necessary. This revision is being studied by Subcommittee 1.

A.S.A. Z29.1—1935, Recommended practice for reference data for periodicals, was the outcome of a general conference of

publishers and librarians organized under the procedure of A.S.A. The recommendations concern specifically the reference data given in individual issues (title, imprint, contents, pagination, etc.) and individual volumes (title page, index) of periodicals; and the policy to be followed when changes are made in the publication of periodicals. Subcommittee 1. is working also on a revision of these recommendations.

Standardization is essentially a meticulous, and therefore a deliberate, procedure. It involves careful study and

genuine cooperation. All facts and conditions involved in a proposed standard must be surveyed; all interested parties must be consulted and given opportunity to express opinions in the deliberations. The library profession has embarked upon a program of technical standardization. American librarians should at once study their own needs for such standardization and simplification, looking toward active participation in the work which is sure to come in the postwar reconstruction years when international cooperation will revive with renewed vigor.

## A Union Index to Medical Lore

By EARL MINDERMAN

Director, Division of Information, Federal Works Agency, Works Projects Administration, Washington, D. C.

AS ONE of the nation's oldest and greatest centers of learning, the Massachusetts metropolis has accumulated a tremendous store of volumes dealing with all phases of the healing art.

The city and state long had needed some central index to these volumes, which now run close to the million mark in number. At the same time the lack of such a central index proved a hardship to the medical profession, to students, to research workers and to public health workers, as well as to laymen and librarians. In order to find a specific text, it had been necessary to trail from one library to the other, examining the catalogue of each in turn. Since the volumes are divided among approximately seventy-five libraries scattered through the city proper and two additional counties, Norfolk and Middlesex Counties, such searches consumed much time and effort. On the other hand, the very size of the collections and their wide-spread distri-

bution defeated all efforts to combine the catalogue and modernize the indexes.

The libraries, even in the "good old days", had lacked sufficient funds or personnel for such large undertakings. Then, during the depression, their funds were curtailed and their staffs were cut. Finally in 1938 the Work Projects Administration came to their aid. The Federal agency provided a staff of trained workers from relief rolls to set up a "union card catalogue" of texts in the medical and bio-medical sciences. Such combined catalogues form the latest advances in library technique. In a sense they grew out of the need of the depression.

### ORIGIN OF THE UNION CATALOGUE

A few years back, when the nation was first struggling to create a pattern of useful work for its jobless on relief, a professor wasted weeks searching through the libraries of Philadelphia for an important

source work. He was the first to propose to the Federal Government that "white collar" workers on relief rolls be employed to combine library catalogues into one master index. The Joint Committee of Materials on Research, a national organization of academic leaders, followed with pleas that relief workers be used to aid the libraries and the general public as well. The Federal Government had found little difficulty in providing useful work for laborers, unskilled as well as skilled, but "white collar" workers were another matter. As part of the effort to help the latter, the WPA set up a series of projects for "union catalogues" in cities where the need was greatest, both among the libraries and among the jobless workers.

One of the first of the series was launched in Philadelphia. That project set the mould and helped develop the techniques. In the Quaker City relief workers copied and indexed some four million volumes. This union catalogue, widely used by scholars and by the public in general, is now at the Pennsylvania Historical Society. A second project followed at Cleveland, Ohio. There WPA workers produced a catalogue of some three million volumes. Still a third was set up in the nation's capital to concentrate at the Library of Congress records of all volumes scattered through public, private and government libraries.

#### THE BOSTON UNION CATALOGUE

The Boston project was another of these important undertakings. Seventy-five libraries in Boston and vicinity have co-operated to provide a union catalogue covering nearly a million volumes of medical lore contained in these libraries. This catalogue is one of the first devoted solely to scientific works and will prove of inestimable value to those who constantly refer to medical literature, particularly to physicians. Many letters from prominent physicians and educators commending the

efforts of WPA workers have been received and urgent requests to enlarge the scope of the project to include unbound medical reprints have been made.

Like all others, this project was sponsored by local city and state institutions. Among them were the Massachusetts State Library, which is the principal sponsor, the Boston Medical Library, the Boston Public Library, the Massachusetts Medical Society, the City Hospital and the State Departments of Public Health and of Mental Diseases. Sponsors provided the salaries of the technical supervisor and director, \$3,600 and \$3,200 per year, respectively. WPA provided the wages of all the other project workers, which numbered 43 on December 15, 1940. The sponsor pays the rent and supplies all equipment and materials including medical supplies, typewriters, tables, chairs, dating stamps and electric erasers. But for the cooperation and active interest of all the organizations concerned, such an undertaking would not now be under way.

The index involved a complicated procedure, but in the main it may be divided into four major operations. For the first operation, experts studied each separate library collection to estimate the number of volumes and to determine upon the method of cataloguing them. Armed with this information the experts then placed workers in each library, devising for them symbols to translate the special cataloguing method into a generalized system. For the second operation, the workers at each library copied all pertinent information from the library catalogues to special cards. They filled out a separate card for each volume. (The workers all had knowledge of scientific terminology in foreign tongues.) Then for the third operation, the cards were turned over to typists at the headquarters of the project. There the typists copied the information on catalogue cards for the master index. Some

*(continued on page 172)*



# Natural Science Books—1941

By RUTH A. SPARROW

Librarian, Research Department, Buffalo Society of Natural Sciences, Buffalo Museum of Science,  
Buffalo, N. Y.

THIS list forms only a small part of the important literature in natural sciences published in 1941. No attempt has been made to record the many valuable contributions which have appeared in the serial publications of scientific societies, museums and universities. Likewise, no new editions of standard works are included, except in a few cases when the text has been rewritten or extensive information added. In most instances the books listed have a scientific approach to the subject, though it has seemed advisable to include some semi-popular works. The contents and scope of the list are necessarily limited as many books which perhaps should appear were not available for examination.

## Anthropology and Ethnology

DOUGLAS, FREDERICK H., and RENÉ D'HARNONCOURT. *Indian art of the United States*. New York, Museum of modern art, 1941. 219 pp. \$3.50.

A complete and beautifully illustrated book of the arts and crafts of the American Indians of the United States, including Alaska, from prehistoric art to modern uses. Good bibliography.

HARLEY, GEORGE W. *Native African medicine*. Cambridge, Mass., Harvard university press, 1941. 294 pp. \$5.50.

A valuable book for anthropologists, dealing with the medical practices, including bone-setting, surgery and drugs, of an agricultural tribe in Liberia.

KROGMAN, WILTON M. *A Bibliography of human morphology, 1914-1939*. Chicago, University of Chicago press, 1941. 385 pp. \$3.00, paper. (University of Chicago. Publications in anthropology. Physical anthropology series.)

A classified and well sub-divided bibliography covering methods, prehistory, anatomy, heredity, nervous system, hair, body types and growth.

ROEDIGER, VIRGINIA M. *Ceremonial costumes of the Pueblo Indians, their evolution, fabrication, and*

*significance in the prayer drama*. Berkeley, University of California press, 1941. 251 pp. \$15.00.

This book is worth the price for the plates alone, of which there are forty, beautifully done in colors. The text describes the costumes, the cloth and dyes used, as well as their manufacture and the symbolism of the ceremonies in which they are used.

SPECK, FRANK G. *Gourds of the southeastern Indians; a prolegomenon on the Lagenaria gourd in the culture of the southeastern Indians*. Boston, New England gourd society, 1941. 113 pp. \$2.50.

A discussion of the gourd in the southeast, local genera and varieties. Good bibliography.

VAILLANT, GEORGE C. *Aztec of Mexico; origin, rise and fall of the Aztec nation*. Garden City, N. Y., Doubleday, 1941. 340 pp. \$4.00.

A complete account of the rise and fall of one of the world's greatest civilizations.

## Archaeology

CLAWSON, H. PHELPS. *By their works, illustrated from the collections in the Buffalo museum of science*. Buffalo, Buffalo society of natural sciences, 1941. 236 pp. \$4.00.

A handbook briefly describing the history and culture of various peoples represented in the archaeological and ethnological collections of the museum. Selected bibliography.

CROSS, DOROTHY. *Archaeology of New Jersey*, volume I. Trenton, Archaeological society of New Jersey and the New Jersey state museum, 1941. 271 pp. \$3.00.

As the first comprehensive account of New Jersey archaeology this will be an indispensable aid to those interested in this part of the country. Well illustrated and good bibliography.

GORDON, CYRUS H. *The living past, the why and how of archaeology as seen through the mounds of western Asia*. New York, John Day, 1941. 232 pp. \$2.50.

A semi-popular account of what the archaeologist does and finds; of special interest to scientists because of new material discussed and illustrated.

HERZFELD, ERNST E. *Iran in the ancient East; archaeological studies presented in the Lowell lectures at Boston*. New York and London, Oxford university press, 1941. 363 pp. \$40.00. 300 copies only.

A well illustrated and important contribution to the archaeology of the East covering the Iranian civilization from the prehistoric times to the Sasanian era.

HAWLEY, FLORENCE MAY. *Tree-ring analysis and dating in the Mississippi drainage*; with appended papers, Reflection of precipitation and temperature in tree growth by Mildred Mott Wedel and Florence Hawley; A new dendrograph by E. J. Workman and Florence Hawley. Chicago, University of Chicago press, 1941. 110 pp. \$1.50, paper. (University of Chicago. Publications in anthropology. Occasional paper, no. 2.)

This work was undertaken to date the prehistoric types of culture and migrations in the large middle west area.

MCGREGOR, JOHN C. *Southwestern archaeology*. New York, John Wiley and sons, 1941. 403 pp. \$5.00.

Brings available information on southwestern archaeology up-to-date. Chapter bibliographies with more complete and general one at end.

MÉDIONE, GILBERT, and MARIE-THÉRÈSE PINTO. *Art in ancient Mexico, selected and photographed from the collection of Diego Rivera*. New York, Wittenborn, 1941. 208 pp. \$10.00.

A superbly illustrated work on the sculptured art of pre-conquest Mexico. Included are 259 photographs from original pieces.

STARR, RICHARD F. S. *Indus valley painted pottery*. Princeton, N. J., Princeton university press, 1941. 106 pp. \$3.50. (Princeton oriental texts, volume 8.)

Harappa culture design is discussed with many detailed drawings.

#### Astronomy

HAURWITZ, BERNHARD. *Dynamic meteorology*. New York, McGraw-Hill book company, 1941. 362 pp. \$4.00.

A discussion of the laws of thermodynamics and dynamics that work in the atmospheres.

*Harvard books on astronomy*, edited by Harlow Shapley and Bart J. Bok. Philadelphia, Blakiston company, 1941.

A semi-popular series written by specialists from the Harvard College Observatory. Four have been published, five more are scheduled. Titles:

Bok, Bart J., and Priscilla F. Bok. *The milky way*. 204 pp. \$2.50.

Campbell, Leon, and Luigi Jacchia. *The story of variable stars*. 226 pp. \$2.50.

Watson, Fletcher G. *Between the planets*. 222 pp. \$2.50.

Whipple, Fred L. *Earth, moon and planets*. 293 pp. \$2.50.

PETTERSEN, SVERRE. *Weather analysis and forecasting*. New York, McGraw-Hill book company, 1941. 505 pp. \$5.00.

A complete and authoritative account of modern methods in weather analysis and forecasting.

#### Biology

*Biological symposia*, volume II. Foreword by George A. Baitsell. Lancaster, Pa., The Jaques Cattell press, 1941. 280 pp. \$2.50.

Contents: I. Symposium on speciation; II. Symposium on the defense mechanisms in plants and animals; III. Symposium on the biological basis of social problems; IV. Symposium on regeneration.

Continuing the series begun in 1940 this and the succeeding volumes are devoted to current symposia in the field of biological sciences. All contributions are by specialists.

*Biological symposia*, volume III. *Muscle*, Edited by Wallace O. Fenn. Lancaster, Pa., The Jaques Cattell press, 1941. 370 pp. \$3.50.

Contents: The physiology of the muscle, function, conduction, action, changes and other pertinent material.

*Biological symposia*, volume IV. Lancaster, Pa., The Jaques Cattell press, 1941. 302 pp. \$3.00.

Contents: I. Symposium on population problems in protozoa; II. Symposium on theoretical and practical aspects of polyploidy in crop plants; III. Symposium on experimental control of development and differentiation; IV. Symposium on the species concept.

*Biological symposia*, volume V. *Biochemistry*, edited by Howard B. Lewis. Lancaster, Pa., The Jaques Cattell press, 1941. 258 pp. \$3.00.

Contents: I. Symposium on comparative biochemistry; II. Symposium on the intermediate metabolism of fats; III. Symposium on carbohydrate metabolism. IV. Symposium on the biochemistry of choline.

CALKINS, GARY N., and FRANCIS M. SUMMERS, editors. *Protozoa in biological research*. New York, Columbia university press, 1941. 1148 pp. \$10.00.

This work is intended to encourage research in general biology and stresses its aims and significance.

#### Botany

ABRAMS, LEROY. *Illustrated flora of the Pacific states*, volume II. *Buckwheats to krameries*. Stanford, Cal., Stanford university press, 1941. \$7.50.

Follows the style and form of volume I which was published in 1923, revised edition in 1940.

CAMPBELL, DOUGLAS H. *The evolution of the land plants (Embryophyta)*. Stanford, Cal., Stanford university press, 1941. 731 pp. \$6.50.

Based on his own observations the author discusses the origin of land plants and suggests a revision of their classification. Good bibliographies.

PECK, MORTON E. *Manual of the higher plants of Oregon*. Portland, Ore., Binsfords and Mort, 1941. 866 pp. \$5.00.

Another notable addition to the ever increasing regional floras.

STAPP, O., editor. *Index londinensis to illustrations of flowering plants, ferns and fern allies*, supplement for the years 1921-1935; prepared under the auspices of the Royal botanic gardens, Kew, by W. C. Wordsell, under the direction of A. W. Hill. 2 volumes. London, Oxford university press, 1941. \$65.00.

#### Conservation

*Conservation of Renewable Natural Resources*. Philadelphia, University of Pennsylvania press, 1941. 200 pp. \$2.50.

A collection of papers and addresses given before the Bicentennial Conference held in Pennsylvania, September 1940. A discussion of the natural vegetation of this country as a guide to current agricultural and forestry practice, climatic cycles in relation to the theory and practise of conservation; and the administrative task of private and public conservation. GABRIELSON, IRA N. *Wildlife conservation*. New York, Macmillan, 1941. 250 pp. \$3.50.

A book for all interested in natural resources. It deals in an authoritative manner with the problems of conservation and the best ways of meeting them. Considered one of the best books to date on the subject.

#### General

SMALLWOOD, WILLIAM M., and M. S. C. SMALLWOOD. *Natural history and the American mind*. New York, Columbia university press, 1941. 445 pp. \$4.25. (Columbia university studies in American culture, no. 8.)

Using material from original sources this work covers the history of natural science in America from 1512 to Agassiz. Bibliography of ninety pages.

TAYLOR, F. S. *Century of science, 1840-1940*. London, Heinemann, 1941. \$3.50.

A concise account of the past one hundred years in science.

#### Invertebrates

CHAMBERLIN, WILLARD J. *Entomological nomenclature and literature*. Ann Arbor, Mich., Edwards brothers, 1941. 103 pp. \$2.80, cloth; \$2.00, paper.

A comprehensive account of entomological nomenclature and literature from Aristotle to the present day International Congress of Zoologists.

CLARK, AUSTIN H. *A monograph of the existing c. invids*. Volume I, *the Comatulids*: part 4a, Superfamily Mariametrida (except the family Colobometridae). Washington, G.P.O., 1941. 603 pp. \$1.50, paper.

(United states national museum. Bulletin 82.)

The fourth part of this work to appear, continuing the systematic description begun in part 3, 1931.

FERRIS, GORDON F. *Atlas of the scale insects of North America*, series 3, numbers 269-384. Stanford, Cal., Stanford university press, 1941. \$7.75, bound; \$6.75, paper.

Continuing style of series I (1937) and II (1939) this part covers the tribes Diaspidini and Aspidiotini.

JOHANNSEN, OSKAR A., and FERDINAND H. BUTT. *Embryology of insects and myriapods: the developmental history of insects, centipedes and millepedes from egg disposition [!] to hatching*. New York, McGraw-Hill book company, 1941. 462 pp. \$5.00. (McGraw publications in zoological sciences.)

Based on a series of lectures the work deals with a comparative study of the animals considered and describes the embryonic development of insects and myriapods. There is a lengthy bibliography.

MACY, RALPH W., and H. H. SHEPARD. *Butterflies: a handbook of the butterflies of the United States, complete for the region north of the Potomac and Ohio rivers and east of the Dakotas*. Minneapolis, University of Minnesota press, 1941. 247 pp. \$3.50.

A splendid manual for beginners and amateurs, describing some one hundred and sixty-two species found in the region covered.

#### Vertebrates

AUDUBON, JOHN J. *Birds of America*; with the 435 full-color plates of the original Elephant folio, and an introduction and descriptive text by William Vogt. New York, Macmillan, 1941. 435 plates, xxvi, pp. \$4.95. Imperial edition.

The plates of the first popular edition have been used to bring the historical Audubon pictures within buying power of everybody.

BAKER, JOHN H., editor. *Audubon guide to attracting birds*. Garden City, N. Y., Doubleday, 1941. 268 pp. \$2.50.

A practical guide to the methods of attracting birds around the home and sanctuaries, written by members of the staff of the National Audubon Society.

HUBBS, CARL L., and KARL F. LAGLER. *Guide to the fishes of the Great Lakes and tributary waters*. Bloomfield Hills, Mich., Cranbrook institute of science, 1941. \$1.00.

An important work in identifying fishes of north central North America. Two hundred and twenty-nine species and subspecies are listed and many illustrated.

JØRGENSEN, HARRIET I., and CECIL I. BLACKBURN. *Glossarium Europae avium*. København, Danmark Ejnar Munksgaard, 1941. 192 pp. 10 kr.

A glossary giving the names of the birds of Europe with their vernacular equivalents in seventeen European languages. Good bibliography.

# The War Documentation Center: A Centralized Cataloging and Bibliographical Service for War Publications

THE WPA Statewide Library Service Project, with the cooperation of the Philadelphia Bibliographical Center and the indorsement of the librarians of Philadelphia, is establishing an additional branch of the Center's several activities to be concerned strictly with war publications and to be known as the War Documentation Center.

Briefly stated, the War Documentation Center's primary purpose is the cataloging of war material available to the center gratis, governmental as well as non-governmental publications; the furnishing of catalog cards for this material to libraries; and the establishment of one bibliographical clearing house in the metropolitan area for all war materials. The Department of Public Documents of the Free Library is cooperating in the cataloging of governmental publications.

Work of the War Documentation Center is supervised by a special administrative board consisting of representatives from all library organizations in the Philadelphia Metropolitan Area, i.e., THE PHILADELPHIA METROPOLITAN LIBRARY COUNCIL, Dr. J. Periam Danton, Librarian, Temple University; THE SPECIAL LIBRARIES COUNCIL, Miss Sarah W. Parker, Librarian, U. S. Dept. of Agriculture Library, Upper Darby Branch; The Executive Board of the PHILADELPHIA BIBLIOGRAPHICAL CENTER, Dr. Charles W. David, Director of Libraries, University of Pennsylvania; THE PHILADELPHIA COUNCIL OF DEFENSE, Miss Isabelle Bronk, Librarian, Institute of

Local and State Government, University of Pennsylvania; THE WORK PROJECTS ADMINISTRATION, Miss Eleanor E. Campion, State Supervisor, Statewide Library Service Project; and the PHILADELPHIA BIBLIOGRAPHICAL CENTER, Mr. Rudolf Hirsch, Director.

To guarantee speed in cataloging service, the Office of Government Reports has designated the War Documentation Center as one agency in Philadelphia to receive, immediately upon publication, all materials of Federal Agencies dealing directly or indirectly with the war. In addition, arrangements with the state and local government departments and certain non-governmental agencies are nearing completion whereby their publications will be forwarded immediately to the Center.

At the same time, a survey of Philadelphia and Pennsylvania libraries will reveal which libraries receive any or all of the publications of the government agencies. All libraries are asked in what particular subject fields they are collecting publications issued by non-commercial and commercial agencies. Libraries are asked to specify the extent of their subscription to the cataloging service as follows: One set of three cards for each item received by the library at a cost of 5¢ per set of three cards; one card for each item cataloged by the War Documentation Center, (a complete card output), at a cost of \$1.50 per each 100 cards; or a maximum charge of \$15 for all cards issued in 1942, even if the total

*(continued on page 170)*

# Events and Publications

M. MARGARET KEHL, *Department Editor*

THE DEVELOPMENT OF UNIVERSITY CENTERS IN THE SOUTH includes papers presented at the dedication of the Joint University Libraries of Peabody College for Teachers, Scarritt College and Vanderbilt University, at Nashville, Tennessee. The library's director, A. F. Kuhlman, has edited the book. (Nashville, Tenn.: Peabody Press and Vanderbilt University Press, 1942, 128 p., \$1.00). The new building's layout is shown and explained by its custodian, as well as the background and need for this pooling of resources and cooperation in research. It would seem that universities should realize the advantages of a centralized library instead of many scattered small collections. A project such as this provides adequate library facilities for several different institutions and saves both in duplication of material and in money. This little book points the way to further improvement.

\* \* \*

The April, 1942 news-letter of the Law Library Association of Greater New York, *The Legist*, has two splendid bibliographies to offer, *LEGAL CODES OF THE SOUTH AMERICAN COUNTRIES* by Margaret E. Hall and a *TABLE OF FEDERAL ACTS* by Lawrence H. Schmehl. May you enjoy, too, the article by Miles O. Price on his recent bookbuying expedition in South America. Send 25 cents in stamps to Room 2501 of the United States Court House, New York, N. Y.

\* \* \*

POLICYHOLDER REPORTS: an aid to better public understanding, is the third study by the Institute of Life Insurance (New York, N. Y. at 60 East 42 St., 1941, 35 p.). Two timely publications from the Metropolitan Life Insurance Company, *Policyholders, Service Bureau*, 1 Madison Avenue, New York City, concern *SUBCONTRACTING FOR DEFENSE* (1942, 69 p.) and *CONSERVING TIRES ON BUSINESS AUTOMOBILES* (1942, 13 p.).

\* \* \*

Better than ever, it seems to us,—LONG ISLAND, THE SUNRISE HOMELAND (Long Island Association, 273 Pennsylvania Station, New York, N. Y., 1942 edition, 160 p., illustrations, 15 cents). Useful information for each community in Kings, Queens, Nassau and Suffolk counties, New York is included. Federal, state, borough, county and town officials are listed in addition.

From the National Archives, Washington, D. C., has come an unusual study which should prove of tremendous help in industrial research at the present time. It might prevent duplication of effort if it is more widely distributed. *MATERIALS IN THE NATIONAL RECOVERY ADMINISTRATION FILES OF INTEREST TO THE OFFICE OF PRODUCTION MANAGEMENT AND OTHER DEFENSE AGENCIES* was prepared by the Labor Archives Staff but has been reproduced by the Office of Production Management, Division of Priorities, Historical and Recording Section. As you can see from the title the work done for NRA could easily be used for problems of rationing and similar tasks. Since it includes an alphabetical arrangement, it runs to 162 mimeographed pages and should not be requisitioned unless the library has definite use for it. (Note: Our copy came from the National Archives, which would seem to be the place to apply).

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The Syracuse Public Library has just sent out its twenty-third edition of the *GOLD STAR LIST OF AMERICAN FICTION* (Syracuse, N. Y., 1942. 36 p. 35 cents). Although special libraries do not usually concern themselves with fiction, this list of American stories from 1823 to the present is nicely classified by subjects, and should be handy in that emergency call which knows no true bounds.

\* \* \*

From the U. S. Tennessee Valley Authority, Knoxville, Tenn., comes the latest supplement by Harry C. Bauer, Technical Librarian, to *AN INDEXED BIBLIOGRAPHY OF THE TENNESSEE VALLEY AUTHORITY* (January, 1942, 16 p. plus index, mimeographed, Apply). The addition covers January to December, 1941. The original was issued in 1936.

\* \* \*

"Scholars engaged in medieval research, as well as students of Christian art will be glad to know that the *HANDBOOK TO THE PRINCETON INDEX* has been issued. (The Princeton Index of Christian Art was described in detail in *Special Libraries* of December, 1939.) Compiled by Dr. Helen Woodruff, the director of the Index, it gives a thorough description of the scope and method of compilation of this unique catalogue of Christian art, and offers helpful hints and instructions how most efficiently to use the Index. The foreword by Professor Charles Rufus Morey,

under whose guidance the project has been carried out, outlines its history since 1917."—Miss Sarah M. Sosna, Metropolitan Museum of Art Library, New York, N. Y. Information on this Index can be secured by mail at the cost of time involved. There is, however, a copy of its subject file at the Metropolitan Museum of Art, New York, N. Y., and at Dumbarton Oaks in Washington, D. C. The handbook may be secured from the Princeton University Press, Princeton, New Jersey, at \$1.00 (1942, 83 p.).

\* \* \*

WOMEN FOR DEFENSE by Margaret Culkin Banning (New York, N. Y.: Duell, Sloan and Pearce, Inc., 1942, 255 p., \$2.50) is highly recommended by Miss June Hynd of the National Broadcasting Company's Program Department. Speaking of the author's views, she says "She believes that whether or not women have a place at the peace tables depends on what they demonstrate during and immediately after the war." What American women can do and have done, what is happening abroad and their place in the future is the scope of the book. Librarians should be its thoughtful readers.

\* \* \*

The first two issues of a new abstract service on RESINS-RUBBERS-PLASTICS edited by Professor H. Marks and Dr. E. S. Proskauer (New York, N. Y.: Interscience Publishers at 215 Fourth Avenue, 1942, \$35 a year) have been sent to this department. There will be twelve issues in looseleaf style making a total of about six hundred pages for the year. Graphs, curves and apparatus reproductions supplement minute facts from each paper, so that consultation of the original articles can often be eliminated. This should prove helpful to the library which cannot subscribe to every technical periodical. General and special sections are separated and the flexible numerical filing system allows for minute classification.

\* \* \*

WHO'S WHO IN AMERICA now publishes a MONTHLY SUPPLEMENT (Chicago, Ill.: A. N. Marquis Company, at 919 N. Michigan Avenue, \$4.50 a year, and 50 cents for a binder) which covers the names in the news between editions of the bound volume. It will be international and include pronunciation, new celebrities and a necrology.

\* \* \*

WARTIME RATIONING by K. R. Lee is a new title of Editorial Research Reports (Washington, D. C.: 1013 Thirteenth Street, N.W., 1942, 19 p.). The Report deals not only with automobiles, tires and tubes, but also discusses consumer rationing in World War I and European rationing at present.

STUDIES CONCERNING THE PRESSURE DEVELOPED DURING THE CARBONIZATION OF COAL by Walter Fuchs (State College, Penna.: Pennsylvania State College, School of Mineral Industries, 1941, 47 p., 50 cents) surveys pressure-measuring devices and in particular gives details of a new oven which may prove valuable in predicting coking pressures.

\* \* \*

The fifth edition of the GUIDE TO THE MUNICIPAL GOVERNMENT, CITY OF NEW YORK by Miss Rebecca B. Rankin (The Eagle Library, Eagle Building, Brooklyn, N. Y., 1942, 96 p., \$1.00, paper covers) presents the most up-to-date summary of the complex government of New York. Its governmental chart, as well as text, has been revised and an index has been added. This handy book has long filled the need of students and employees, alike. It is continually out of print, which proves its worth.

\* \* \*

The eighth biennial volume of the STATE LAW INDEX, covering state legislation enacted during 1939 and 1940, has been prepared by the Legislative Reference Service of the Library of Congress (Washington, D. C., Superintendent of Documents, \$1.50). The INDEX provides a key to 12,608 general and permanent laws enacted by the forty-eight states, Alaska, Hawaii and Puerto Rico during the biennium, and to the temporary laws enacted by them in their efforts to solve the problems of the "depression." To purchasers of the INDEX there will be sent, free of charge, a monthly summary of state legislation enacted during 1942.

\* \* \*

To date four excellent studies have been prepared by the A.L.A. Committee on Library Cooperation with Latin America. They cover (1) *A List of Latin American Serials*; (2) *Distribution of Scholarly Journals of the United States in Latin America*; (3) *Books on Latin American History Available in Colleges and Universities of the United States*; and (4) *Books of Latin American Interest in Public Libraries of the United States*.

\* \* \*

Kansas City (Mo.) has issued its first annual report since 1883. Anyone wishing to receive a copy may do so by writing to Mr. L. P. Cookingham, City Hall, Kansas City, Mo. The present report covers the years 1940-1941.

\* \* \*

Mrs. Grace Banker, Librarian, Brooklyn Museum, Brooklyn, N. Y., will be very glad to send to anyone interested a mimeographed copy of a bibliography on AMERICA SOUTH OF US, listing the material on file in the Brooklyn Museum Library as of November 1, 1941.

Planning for a richer and better America to emerge after the war ends is now engaging the attention of more than one hundred governmental and private agencies and commercial firms throughout the United States. *POSTWAR PLANNING IN THE UNITED STATES* by George B. Galloway (New York, N. Y.: The Twentieth Century Fund, 1942, 158 p., 60 cents) describes the work of 35 government agencies, 33 private agencies, 11 industrial and financial organizations, 16 trade associations and 7 rail, highway, water and other transportation agencies now actively engaged in postwar planning research and says that further investigation undoubtedly would reveal more.

\* \* \*

The Philadelphia Child Health Society, 311 South Juniper Street, Philadelphia, Pa., has published a 112 page monograph on *FAMILY NUTRITION*. The dietary value of common foods is shown in a concise manner. The nutritional needs of people of different specifications are outlined and the relationship between everyday foods and dietary needs are brought together in tables and illustrations. The last section of the work is intriguingly entitled "Balanced diets and balanced budgets." Copies of the book may be obtained while the supply lasts by writing to the Society.

\* \* \*

*ROAD WE ARE TRAVELING: 1914-1942* by Stuart Chase (New York, N. Y.: The Twentieth Century Fund, 1942, 106 p., \$1.00) is the first of a series of six books by the author to be published at intervals of several months under the general title *WHEN WAR ENDS*. This first book explores recent trends in American life and forecasts what are likely to be the chief questions facing this country and the world when peace comes.

\* \* \*

A particularly good vocational study is Dorothy Sutherland's *DO YOU WANT TO BE A NURSE?* (Garden City, N. Y.: Doubleday, Doran & Company, 1942, 186 p., \$2.00) Besides stating clearly what it takes to make a successful nurse and how to go about becoming one, there is also a table giving the type of nursing, average salary and allowances or deductions.

\* \* \*

*EIGHT POINTS OF POST-WAR WORLD REORGANIZATION* (New York, N. Y.: H. W. Wilson Company, 1942, 126 p., 90 cents) is a supplement to its recent predecessor in the Reference Shelf, *INTERNATIONAL FEDERATION OF DEMOCRACIES*. In it a number of the better known molders of public opinion are given their day in court.

To-day in many libraries books on machine shops and tools are in constant demand. *MACHINE SHOP WORK* by John T. Shuman and others (Chicago, Ill.: American Technical Society, 1942, 499 p. illus. \$3.50) is one of the new books on this subject and treats of approved shop methods including construction and use of tools and machines, gives details of their efficient operation and discusses modern production methods.

\* \* \*

Newspaper librarians and others who index newspapers will find *NEWSPAPER INDEXING* by Harry A. Friedman, M.A. (Milwaukee, Wis.: Marquette University Press, 1942, 261 p., \$2.50) an ever present help. Its contents include newspaper indexes and indexers, history of newspaper indexes, definitions, indexing methods, subject headings, cross references, indexing special types of news as well as an excellent bibliography.

\* \* \*

NOTE: The price of *WIN YOUR AUDIENCES* described in this column in the March issue of *SPECIAL LIBRARIES* should have been listed as \$1.00 instead of 25 cents.

\* \* \*

## War Documentation Center

(continued from page 167)

output exceeds 1,000 cards. This charge covers the cost of materials and some operating overhead other than labor. Labor is furnished by the Work Projects Administration.

The establishment of this direct system of receiving publications at the War Documentation Center, and the specific information concerning materials collected by individual libraries complete the preliminary arrangements. The Center upon first receipt of a publication will immediately catalog the item and prepare sufficient cards to be forwarded to subscribing libraries within 48 hours.

Libraries interested in subscribing to this service may direct inquiries to the War Documentation Center, Fine Arts Building, University of Pennsylvania, Philadelphia, Pennsylvania.

## MAY-JUNE FORECASTS OF

## Forthcoming Books

*(Where the publisher has supplied the price and a brief description of the book, these have been included)*

- ADMINISTRATION REGULATION, by A. Leiserson. Published by University of Chicago Press, Chicago, Ill. Price \$3.00.
- AGE OF ENTERPRISE, by Cochran and Miller. Published by The Macmillan Company, New York, N. Y. Price \$3.00. "This outstanding contribution to American history is at once a highly readable, challenging, and original book. It interprets American culture from a new point of view."
- ANATOMY OF ADVERTISING, VOL. II. ADVERTISEMENT MAKING, by M. Wiseman. Published by Harper, New York, N. Y. Price \$3.00. "Here is the companion volume to the author's *Vol. 1, Campaign Planning*."
- BASIC FINANCIAL STATEMENT ANALYSIS, by A. Wall. Published by Harper, New York, N. Y. Price \$2.75. "The nation's leading authority in procedures of financial statement analysis here brings his findings up to date."
- BRANCH BANKING, by Chapman and Westerfield. Published by Harper, New York, N. Y. Price \$4.50. "Two banking authorities here discuss the advantages of branch banking as a means of correcting some of the weaknesses of the present system and of extending banking services to more small communities."
- DYNAMIC ADMINISTRATION, edited by Metcalf and Urwick. Published by Harper, New York, N. Y. Price \$3.50.
- DYNAMICS OF INDUSTRIAL DEMOCRACY, by Golden and Ruttenberg. Published by Harper, New York, N. Y. Price \$3.00. "The book is addressed to the business executive, to the general reader, and to all students of the labor movement."
- ECONOMIC ISSUES AND THE CHRISTIAN CULTURE, by Knight and Merriam. Published by Harper, New York, N. Y. Price \$3.00. "This book is concerned with the influences of religion upon economic life."
- ELECTRIC MOTORS IN INDUSTRY, by T. C. Johnson. Published by John Wiley & Sons, New York, N. Y. Price \$4.00.
- EMPLOYMENT PSYCHOLOGY, by H. E. Burtt. Published by Harper, New York, N. Y. Price \$4.00. "This is a complete revision of one of the most popular, comprehensive and useful volumes covering the entire range of principles and methods of psychology as applied in the field of employment, including procedures of selection, rating, aptitude testing, special abilities tests, and the like."
- FUTURE OF GOVERNMENT IN THE UNITED STATES, edited by L. D. White. Published by University of Chicago Press, Chicago, Ill. Price \$3.50. "These essays, written by Professor Merriam's former students, are designed to reflect his wide range of scholarly interest and his practical concern for the government and political standards of the future."
- GENERAL TEXTBOOK OF NURSING, by E. C. Pearce. Published by E. P. Dutton & Company, New York, N. Y. Price \$3.75. "A revised edition of a widely used and valuable nursing textbook with new material on nursing under wartime conditions."
- GLOBAL WAR, by Mowrer and Rajchman. Published by William Morrow & Company, New York, N. Y. Price \$1.00. "A book of about 55 crystal-clear maps, each with a page of simple, concise explanatory text, describing graphically the areas of the globe which are now, or are likely to become, theatres of war, due to their strategic importance."
- HISTORY OF THE U. S. ARMY, revised edition, by W. A. Ganoe. Published by Appleton-Century Company, New York, N. Y. Price \$5.00.
- HISTORY OF VOCATIONAL GUIDANCE, by J. M. Brewer. Published by Harper, New York, N. Y. Price \$4.00. "First and only comprehensive and definitive history of the vocational guidance movement including its sources, its early unfolding and the extension of its influence and activities in public and private agencies."
- INDUSTRIAL FURNACES VOL. II, by W. Trinks. Published by John Wiley & Sons, New York, N. Y. Price \$5.00.
- INTRODUCTION TO MICROTECHNIQUE OF INORGANIC ANALYSIS, by A. A. Benedetti-Pichler. Published by John Wiley & Sons, New York, N. Y. Price \$3.50.
- INTRODUCTION TO THE PLANT SCIENCES, by W. C. Darrah. Published by John Wiley & Sons, New York, N. Y. Price \$2.50.
- INVENTORY VALUATION AND PERIODIC INCOME, by C. T. Devine. Published by Ronald Press Company, New York, N. Y.
- MAN WHO MADE NEWS, by O. Carlson. Published by Duell, Sloan & Pearce, New York, N. Y. Price \$3.50. "The story of James Gordon Bennett, Sr., as strange and fascinating a personality as has ever moved across the colorful panorama of American journalism."
- NEEDLE POINT AS A HOBBY, by D. G. Lent. Published by Harper, New York, N. Y. Price \$3.00.



**NUTRITION AND DIET THERAPY**, F. T. Proudfit. Published by The Macmillan Company, New York, N. Y. Price \$3.00. "Completely revised, this edition, incorporates suggestions made by teachers using the previous edition, recent information, Government percentage composition tables, and 20 new illustrations."

**OFFICE SUPERVISOR**, by H. E. Niles, and M. C. H. Niles. Published by John Wiley & Sons, New York, N. Y. Price \$2.50.

**PERSONAL FINANCE AND MANAGEMENT FOR THE ARMY OFFICER**, by C. R. Hutchinson. Published by Appleton-Century Company, New York, N. Y. Price \$1.50.

**PHOTOGRAPHIC REPRODUCTION FOR LIBRARIES**, by H. N. Fussler. Published by University of Chicago Press, Chicago, Ill. Price \$2.50. "A practical and authoritative discussion of microphotography, its place in library work, the relation of photographic reproduction to resources for research, personnel, rates, cost and care of collections."

**PRICE FIXING AND PRICE CONTROL**, by J. Hirsch. Published by Harper, New York, N. Y. Price \$1.50. "This book represents a clear and simple statement of the lessons of price control abroad and of methods now being employed."

**STUDY OF WAR**, by Q. Wright. Published by University of Chicago Press, Chicago, Ill. Price \$15.00. "Begun in the hopeful atmosphere of Locarno in 1926 and completed in the midst of the second World War in 1939, this study deals with the history, the causes, and the prevention of war."

**SUBMARINE AT WAR**, by A. M. Low. Published by Sheridan House, New York, N. Y. Price \$3.00. "This book was written to give the civilian an understanding of the science of the submarine and its function in the present war."

**TECHNIQUES OF DEMOCRACY**, by A. M. Bingham. Published by Duell, Sloan & Pearce, New York, N. Y. Price \$2.75. "If democracy is to win the final victory it must learn new techniques for making freedom efficient."

**TECHNIQUES OF SCULPTURE**, by Harris and Piccoli. Published by Harper, New York, N. Y. Price \$2.50. "A gifted sculptor, singularly successful in developing the skill of young artists, here provides a step-by-step exposition of the processes of sculpture."

**TEXTBOOK OF ANATOMY AND PHYSIOLOGY**, by Kimber, Gray and Stackpole. Published by The Macmillan Company, New York, N. Y. Price \$3.00. "The new eleventh edition of this leading textbook has been enlarged to contain more physiology without sacrificing any of the material on anatomy included in former editions."

**WHO WAS WHO, 1929-1940**. Published by The Macmillan Company, New York, N. Y. Price \$7.50. "The many thousands of biographies of those formerly in *Who's Who* who died between January 1929 and December 1940 are brought together in this volume."

\* \* \*

## Union Index

(continued from page 163)

of the workers at headquarters sorted out duplicates, placing on a single card for each volume a system of symbols to show where additional copies may be located. Since there are seventy-five libraries, the Boston workers used seventy-five symbols. As the fourth and final operation, the cards were filed, indexed and cross-indexed. The work was carefully checked and proof read at every stage of the process.

## CONCLUSION

In some cities the motion picture camera has been used to speed up part of similar operations. This was done in Washington, D. C., where whole library catalogues were run through micro-photographic machines. These films must be read in a special projector.

According to latest available figures, WPA workers throughout the nation have catalogued a total of eighteen and a quarter million volumes for various libraries, and for all institutions they have indexed a total of a quarter of a billion items.

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# National Defense News

## Motion Picture on Nutrition

"Hidden Hunger" is the title of a motion picture presented by the Office of Defense Health and Welfare Services, Federal Security Agency. This picture, bringing a newer knowledge of nutrition to the people of the United States, will be widely shown throughout the country and everyone is urged not only to see it himself but to encourage others to do likewise. Copies of a leaflet outlining something of the picture may be secured from the Federal Security Agency, Washington, D. C.

## National Health Library

The National Health Library has been keeping a list on cards of references to magazine articles on all phases of public health and national defense. These are subdivided by general subjects, such as child welfare, civilian health, industrial hygiene, mental hygiene, nutrition, social hygiene, tuberculosis, etc.

Lists of the References on "National Defense and Health in Relation to Child Welfare," "National Defense and the Health of Civilians," and "National Defense and Health in Relation to Nutrition" may be had for the asking from Miss Isabel L. Towner, Librarian, National Health Library, 1790 Broadway, New York, N. Y. References on Industrial Hygiene were published in *Industrial Medicine* for April 1942, page 184.

## Council on Books in War Time

An announcement has just been made of the formation of the Council on Books in War Time in New York, N. Y. to bring before the public the concept of books as weapons in the War of Ideas. The Council hopes to make the reading of books an important and effective part of the national war effort. Mr. C. B. Boutell of G. P. Putnam Sons is chairman and Mr. S. P. Hunnewell, Executive Secretary of The Book Publishers Bureau, Inc., is secretary. The Office of the Council is 347 Fifth Avenue, New York, N. Y.

## Money Raised for Victory Book Campaign

The Victory Book Campaign will receive a gift of \$47 worth of books, donated by the Metropolitan Library Council of New York, N. Y. This money was raised by a theatre party held recently at the Cherry Lane Theatre where a delightful program of Gilbert and Sullivan operettas was presented by the Savoyards. Half of the money will be used for needed technical books and the remainder for the purchase of current best-sellers.

## How the Medical Librarian Serves in the War Effort

The medical librarian is doing his share in helping the war effort by serving the army medical unit within his area. Should the calls for "first aid in library service" prove too heavy for any one library, efforts will be made to distribute them so that every library may help and no one be unduly burdened. Calls which cannot be filled will be referred to larger libraries within the group.

## Baltimore Chapter

The *Baltimore News-Letter* for April 1942 was devoted almost exclusively to articles on the Chapter's War Activities. Grace Griffith described the "Baltimore City Council for Civilian Defense Library"; Maria C. Brace discussed "The Department of Business and Economics, Enoch Pratt Free Library, in Defense"; G. Allen Glover told about the "American Merchant Marine Library Association". Other articles included "The Industry and Science Department in the War Effort" by Eugene D. Hart; "Duties of the Liaison Librarian of the Third Corps Area" also by Mr. Hart; and "Sorting the Victory Books" by Samuel Lazerow.

## Boston Chapter

Those who attended the S.L.A. Executive Board and Advisory Council meeting in New York on the afternoon of March 7, 1942 when the subject of "Special Libraries' Contribution to Victory" was discussed will remember the interesting talk given by Ruth S. Leonard of Simmons College, School of Library Science, Boston, Massachusetts, on the project being conducted by the Massachusetts Committee on Public Safety, Planning and Technical Division. A full description of this excellent work is given in the *Library Journal* for April 15, 1942, pages 352-53. In the *Boston Chapter News Bulletin* for April 1942 there is an announcement of the establishment at 18 Tremont Street, Boston, Massachusetts, of a Civilian Defense Library Service. Also in this *Bulletin* there appears a "Selective Bibliography on Blackout."

## San Francisco Bay Region Chapter

The San Francisco Bay Region Chapter is publishing in its *Chapter Bulletin* a series of small annotated bibliographies covering strategic materials for defense which either may have been used as substitutes, or which are controlled by priority rulings. These lists are prepared at the instigation of Miss K. Dorothy Ferguson, member of the Research and Planning Committee, California Council for Defense, and Librarian of the Bank of America National Trust & Savings,

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Edited by

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San Francisco, California. The first of these bibliographies, "Synthetic Rubber" was compiled by the Standard Oil Company of California and appeared in the February issue of the *Bulletin*; the second, compiled by Miss A. M. Avakian, Librarian, U. S. Forest Service, California Forest and Range Experiment Station, Berkeley, California, covers "Guayule Rubber" and appears in the issue for March.

### Southern California Chapter

The April meeting of the Southern California Chapter was devoted to a discussion of practical suggestions as to our part in this time of crisis. The general topic, WHAT CAN WE DO FOR THE WAR EFFORT, was divided into three main headings, (1) As Librarians; (2) As Libraries; and (3) As Library Organizations, and were discussed by Thomas Dabagh, Ernest W. Robischon and Mrs. Thelma Jackman, respectively. An abstract of these discussions appears in the April 1942 issue of the Chapter *Bulletin*.

### New York Chapter

The Metropolitan Life Insurance Company house organ *The Home Office* for April 1942 shows a picture of Miss Florence Bradley, Librarian, standing behind a table piled high with books donated by the employees of the Company for the Victory Book Campaign. More than 500 books were contributed.

### A Letter of Appreciation

Office of the Commandant

FOURTEENTH NAVAL DISTRICT

and

Navy Yard, Pearl Harbor, Hawaii, U. S. A.

April 14, 1942

Miss Eleanor S. Cavanaugh, Chairman  
National Defense Committee  
Special Libraries Association  
New York, New York

MY DEAR MISS CAVANAUGH:

There is no one thing which the New York Chapter of the Special Libraries Association could have done that would have been more appreciated than your splendid gift of technical books to us. We can't tell you how much these books have meant to us. The collection has arrived now and is "at work." Our technical books on aircraft are now on a two-month loan to one of our large air stations and are constantly in demand. In fact, before I had barely lifted them from the truck, young aviators were "at them" asking to borrow them.

The other books are in constant consultation here in our Library District Distribution Center, Pearl Harbor Branch, Bank of Hawaii, Pearl Harbor. We

have a very attractive distribution center in this bank, occupying approximately one-third of the floor space, with very handsome jade green shelves. From this center, we distribute books to all ships and shore stations in the Fourteenth Naval District and at the same time maintain a reading and reference collection for the officers and men stationed in the Navy Yard.

We also oversee the other libraries in this District from here so there is very little if any book waste. Books are placed where they will be read the most and frequently changed from place to place according to demand. We have, of course, great needs, but Miss DuBois is giving us all the help possible in filling them.

Will you please express our appreciation to the members of the Association for their assistance? If all of you could have seen the welcome which the books received as soon as they were unpacked you would know that your gift "hit us in just the right place."

Sincerely yours,  
(signed) (Mrs.) MARY HELEN STEVENS  
District Librarian  
Fourteenth Naval District

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## Announcements

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### A.L.A. Convention

The American Library Association is holding its Annual Convention this year the week following that of the Special Libraries Association. The place is Milwaukee, Wisconsin, and the dates, June 22-27, 1942 (inclusive).

The theme "Winning the War and the Peace; How Libraries Can Help" should appeal to everyone and draw a large attendance. When studying the tentative program appearing in the *A.L.A. Bulletin* for May 1942, do not fail to make particular note of the S.L.A. Luncheon to be held on Tuesday, June 23, 1942. Miss Anita Glienke, President of the Milwaukee Chapter, will preside and Mr. Edward Porter Alexander, Superintendent, Wisconsin Historical Society, will speak on "Local History in Special Libraries."

### U. S. Grant Received for Committee Work

Ruth Savord, Chairman of the S.L.A. Committee on Cooperation with Special Libraries in Latin America, reports that a grant of \$100. has been received from the Office of the Coordinator of Inter-American Affairs to cover postage and carrying costs connected with distribution of our publications sent in response to requests from special libraries in the other American Republics. This official recognition of the cooperation we have been offering to our colleagues is most encouraging.



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# S.L.A. HANDBOOK

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# NEW DIRECTORIES

## **American Library Directory 1942**

READY IN JULY

Contains a list of 12,000 Public, College and Institutional Libraries. With names of Librarians and data as to total volumes, expenditures, etc. **\$15.00**

## **American Booktrade Directory 1942**

READY IN AUGUST

Contains directories of Booksellers and Book Publishers in the United States and Canada; Literary Agents, Book Clubs; list of trade papers and organizations; best periodicals for reviewing books, etc. **\$15.00**

**R. R. Bowker Co.**  
62 W. 45th St., New York, N. Y.

## **An S.O.S.**

An engineer in a factory producing instruments of a specialized nature is looking for examples of specialization of the work of engineers, not in a special field but on a functional basis. Librarians in industrial libraries are asked to write the Editor as soon as possible if they know of any examples either in practice or discussed in publications. The following statement covers this request:—

"Information concerning functional specialization of the engineer, i.e., specialization of activity as distinguished from the field in which he works. For example, this specialization would be analogous to specialization in the trades e.g.: bricklayers, carpenters, plumbers, clerks, mechanics, etc. The engineer, of course, would have a research mind and background, but could still concentrate on one type of engineering activity for which he was peculiarly fitted. He might be a library searching engineer, a statistician engineer, a report writing engineer, a gadget building engineer, etc."

## **Co-operative Abstracting Service for the Benefit of the U. S. Bureau of Industrial Conservation, War Production Board**

The Bureau of Industrial Conservation of the War Production Board (cf. letter of Mr. Paul C. Cabot, Deputy Chief, reproduced below) has approached S.L.A. with a request to aid the Bureau in building up a file of information, both current and bibliographic, on Salvaging of-, Substitutes for-, and Specifications to economical use of- the industrial materials of which shortages are appearing, due to the gigantic national armament program. This material will serve as background for members of the Bureau in answering queries from plants throughout the country on conservation measures to be adopted.

We are proud of this first concrete task requested from our association by a Government War Organization, and believe that a volunteer co-operative abstracting service on the part of special libraries can make this our special contribution towards the National War effort.

Miss Lucy O. Lewton, Librarian of International Nickel Co., 67 Wall Street, New York, N. Y. has been appointed as chairman of a sub-committee to serve under Miss Eleanor Cavanaugh's Committee on National Defense to organize this project. A proposal letter asking for co-operative abstracts has been mailed to a selected list of libraries covering these fields. If your library also compiles information on "tight" materials, either by abstracts, Library Bulletins, etc., or if you have in your files a Bibliography on Conservation Methods, or are willing to compile such a bibliography, will you enlist your Library "for the duration" and write Miss Lewton for further details?

WAR PRODUCTION BOARD  
Washington, D. C.  
March 17, 1942

Miss Laura A. Woodward, President  
Special Libraries Association  
31 East 10th Street  
New York, New York

Dear Miss Woodward:

Miss Carol Wanner has discussed with you the desire of the Bureau of Industrial Conservation to enlist the cooperation of the Special Libraries Association in a project to provide this Bureau with abstracts of articles on salvage, substitution, specifications and simplification.

In essence, what we should like to have is:

1. A classified bibliography covering the more important references up to and including 1940.
2. From January 1941 on, a somewhat more complete bibliography—one that would include extended abstracts of the more important items and brief abstracts of those of minor importance. References to those of a routine nature may be omitted.

It would be helpful if these abstracts would cover, in addition to articles that have appeared in the technical and business press, both foreign and domestic, reports of committees, societies, associations, Government Bureaus, etc., and all other information that might be helpful.

If the raw materials available are to be adequate to enable industry to meet the production program recently announced by President Roosevelt, information on the best and most practical procedures on conservation, salvage and simplification must be made available to industry so that appropriate action may be taken promptly. Concurrently specifications must be so revised as to assure the most efficient use of the materials available. Obviously, such action should be based as far as possible upon practical experience and upon performance data.

Much of the information required to assure the success of this program is now available in the files of the members of your Association. Your group is in ideal position to make a very valuable contribution to this important program. We are eager to learn the extent to which we may count upon your cooperation.

Very truly yours,

(signed) PAUL C. CABOT, *Deputy Chief*  
Bureau of Industrial Conservation

Here is an excellent opportunity for "Putting Knowledge to Work" in Winning the War!

## FIRST CENTURY AND A QUARTER OF AMERICAN COAL INDUSTRY

by Howard N. Eavenson

676 Pages — 14 Maps — 85 Tables

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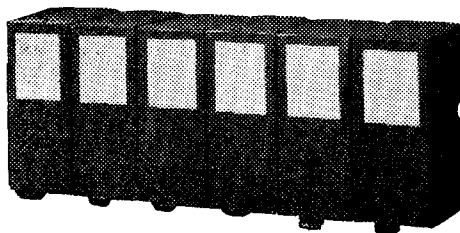
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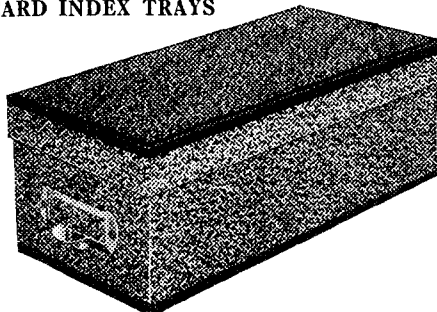
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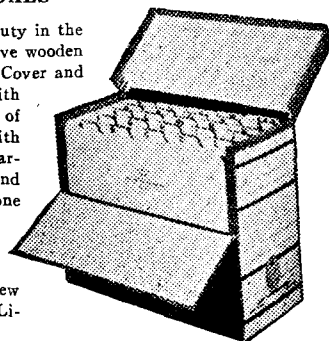
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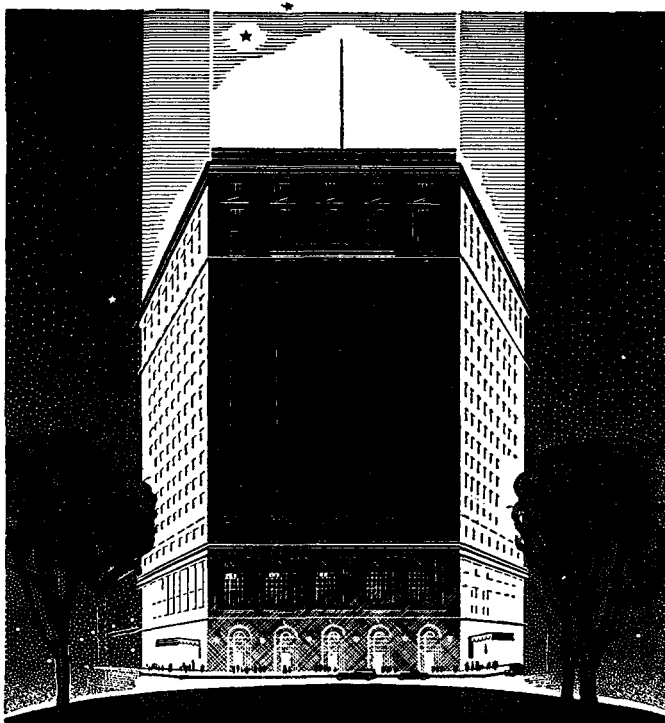
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